

**RESOLUTION NO. \_\_\_\_\_, SERIES 2016**

**A RESOLUTION AMENDING THE LOUISVILLE METRO COUNCIL POLICIES AND PROCEDURES CONCERNING ACCOUNT BALANCES OF NEIGHBORHOOD DEVELOPMENT FUNDS, CAPITAL INFRASTRUCTURE FUNDS, AND COUNCIL COST CENTER FUNDS DURING FISCAL YEARS IN WHICH A NEW COUNCIL MEMBER TAKES OFFICE. (AMENDMENT BY SUBSTITUTION)**

**Sponsored By: Councilmembers Mulvihill and Flood**

**WHEREAS**, the Louisville Metro Council (“Council”) adopted a Policies and Procedures Manual on March 17, 2003 and amended such Policies and Procedures in December 2014; and

**WHEREAS**, Section 3(1)(A) of the adopted Policies and Procedures Manual provides guidelines to the Council on the expenditure of the Neighborhood Development Funds (“NDF”), which is established in the Operating Budget each fiscal year to complete projects in council districts or Louisville/Jefferson County, and where each Council member is appropriated the same level of funding; and

**WHEREAS**, Section 3(2)(A) of the adopted Policies and Procedures Manual provides guidelines to the Council on the expenditure of the Capital Infrastructure Fund (“CIF”), which is established in the Capital Budget each fiscal year to complete projects/programs in council districts or Louisville/Jefferson County, and where each Council member is appropriated the same level of funding; and

**WHEREAS**, Section 6 of the adopted Policies and Procedures Manual provides guidelines to the Council on the expenditure of council Cost Center funds, which is established in the Operating Budget each fiscal year for expenses associated with the member’s district and/or Council member’s duties, and where each Council member is appropriated the same level of funding; and

**WHEREAS**, the Council wants to amend Sections 3(1)(A), 3(2)(A), and 6 to ensure that a district being represented by a newly elected or appointed Council member has funds sufficient to represent the needs of his or her district until the beginning of the next fiscal year.

**NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE LOUISVILLE/JEFFERSON COUNTY METRO GOVERNMENT AS FOLLOWS:**

**SECTION I:** The Council hereby amends Section 3(1)(A) of the Policies and Procedures Manual as follows:

In the event a Council member takes office during a fiscal year, the Metro Council President will consult with the Metro Council Business Office for an accounting of the remaining unappropriated funds on hand in the new Council member's NDF account. The balance of said unappropriated funds on hand shall equal no less than the pro-rated allocated share of NDF funds appropriated for the current twelve month fiscal year. The pro-rated allocated share is determined by dividing by twelve the total amount of money allocated by Louisville Metro Government to the district for the most recent fiscal year then multiplying the figure by the number of months remaining in said fiscal year. If the total residual amount of unappropriated funds in the district's NDF account of the Council member is less than the pro-rated allocated share for the most recent fiscal year, the Metro Council President shall transfer funds, if available, from the Metro Council's General Account to the new Council member's NDF account so that the residual amount equals the pro-rated allocated share.

**SECTION II:** The Council hereby amends Section 3(2)(A) of the Policies and Procedures Manual as follows:

In the event a Council member takes office during a fiscal year, the Metro Council President will consult with the Metro Council Business Office for an accounting of the remaining unappropriated funds on hand in the new Council member's CIF account. The balance of said unappropriated funds on hand shall equal no less than the pro-rated allocated share of CIF funds appropriated for the current twelve month fiscal year. The pro-rated allocated share is determined by dividing by twelve the total amount of money allocated by Louisville Metro Government to the district for the most recent fiscal year then multiplying the figure by the number of months remaining in said fiscal year. If the total residual amount of unappropriated

funds in the district's CIF account of the Council member is less than the pro-rated allocated share for the most recent fiscal year, the Metro Council President shall transfer funds, if available, from the Metro Council's General Account to the new Council member's CIF account so that the residual amount equals the pro-rated allocated share.

**SECTION III:** The Council hereby amends Section 6 of the Policies and Procedures Manual as follows:

In the event a Council member takes office during a fiscal year, the Metro Council President will consult with the Metro Council Business Office for an accounting of the remaining unappropriated funds on hand in the new Council member's Cost Center account. The balance of said unappropriated funds on hand shall equal no less than the pro-rated allocated share of Cost Center funds appropriated for the current twelve month fiscal year. The pro-rated allocated share is determined by dividing by twelve the total amount of money allocated by Louisville Metro Government to the district for the most recent fiscal year then multiplying the figure by the number of months remaining in said fiscal year. If the total residual amount of unappropriated funds in the district's Cost Center account of the Council member is less than the pro-rated allocated share for the most recent fiscal year, the Metro Council President shall transfer funds, if available, from the Metro Council's General Account to the new Council member's Cost Center account so that the residual amount equals the pro-rated allocated share.

**SECTION IV:** This Resolution shall take effect July 1, 2016.

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H. Stephen Ott  
Metro Council Clerk

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David Yates  
President of the Council

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Approval Date

**APPROVED AS TO FORM AND LEGALITY:**

Michael J. O'Connell  
Jefferson County Attorney

BY: \_\_\_\_\_

Mulvihill Flood Resolution Amending Policies and Procedures draft 5 ROCsjm 3-2-16